ISSN 0041-7904

LIBRARY OF CONGRESS INFORMATION BULLETIN

Vol. 39, No. 32 August 8, 1980

Drake Collection Presented to Library

A unique and remarkable collection relating to the life and explorations of Sir Francis Drake has been given to the Library of Congress by Hans P. and Hanni Kraus.

The 60 items in the collection, which include maps, manuscripts, printed books, medals, and portraits, provide important new insights into Drake's explorations and military accomplishments. As it is pointed out in the historical introduction to H. P. Kraus' *Sir Francis Drake: A Pictorial Biography:*

> One of the fruits of forming such a collection is that it draws together much otherwise scattered material into a coherent record which enables the story of Drake's life to be seen as a whole. What is more, it can here be assessed very largely from the points of view of his contemporaries. This presentation of so outstanding a collection is a fresh and original contribution to scholarship.

Assembled by Mr. and Mrs. Kraus in only 12 years in the period just before 1970, the materials also reveal new aspects of the effects on Spain of Drake's depredations upon Spanish trade and settlements in the Caribbean and the Pacific.

Mr. Kraus, owner of the New York-based rare book firm H. P. Kraus, founded in 1940, is a well-known collector and bibliophile. He is also chairman of the board of Kraus Thomson Organization Ltd. A native of Vienna, he has lived in America since 1939. He is trustee of the Yale Library Associates, a member of the Grolier Club, Life Fellow of the Morgan Library, and he is a Chevalier of the Legion of Honor and Officier of the Ordre de la Couronne (Belgium).

This collection of Drake items is the second major gift that Mr. and Mrs. Kraus have made to the Library of Congress. In 1970 they donated a collection of 162 manuscripts relating to the history and culture of Spanish America in the colonial period (1492-1819), which contain a wide range of information both about Spanish colonial history and the territories now included in the United States. These

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This world map in silver showing the route of Drake's 1577-80 circumnavigation measures only 68 millimeters in diameter. One of only nine known copies of the Drake Silver Map, it is the only extant copy bearing a cartouche giving the name of the engraver, Michael Mercator (grandson of Gerard Mercator) and the year of its execution, 1589 (right photograph).

materials are available for use by scholars in the Library's Manuscript Division. The Drake Collection complements this earlier gift in that it provides detailed information on a particular, and very important, aspect of Spanish colonial history in the Americas. With the other rich collections of the Library of Congress from this period, and the resources of the neighboring Folger Shakespeare Library, they combine to make Washington a preeminent center for the study of the Elizabethan era. The Kraus Collection is available for use in the Rare Book and Special Collections Division. By special arrangement, rare cartographic items may be studied, as circumstances warrant, in the Geography and Map Division in conjunction with other cartographic materials of the period.

In the 1968 James Ford Bell Lecture, Mr. Kraus explained how a chance comment about the enormous profit Sir Francis Drake and Queen Elizabeth made from his famous three-year voyage around the world piqued his interest and led him to study Drake's life. The more he learned, the more fascinated he became, until he resolved to put together a collection of contemporary materials relating to Drake and his legendary journeys. As he explained:

> I had not realized how difficult it would be to build up a Drake collection. I wanted to gather only original and contemporary sources, in printed books, in autographs and manuscripts, in maps, in portraits, or in medals. The motive for my collecting was to learn about Drake in the same way as anyone living in Europe during his lifetime would have done. . . . This was a beautiful conception, but the material seemed to be so scarce that at times I felt inclined to give up the whole idea.

Sir Francis Drake's accomplishments as explorer and naval strategist were unparalleled. His most notable feat was his circumnavigation of the earth from 1577 to 1580, the first after Magellan and the only one up to that time captained by one individual from start to finish. Many of the materials in the Kraus donation relate to this, Drake's most famous voyage. Drake's expeditions in the Caribbean and the Pacific, undertaken as part of the circumnagivation and subsequent voyages, revealed significant new geographical data about the New World and added greatly to Queen Elizabeth's treasury.

Because Spain and England were officially at peace during the period of Drake's famous voyage, his armed intrusions into Spanish territories and his taking of plunder could not be acknowledged by the British. Drake's own journal of the trip was given directly to his Queen, never to be seen again. The first written account of Drake's voyage did not appear until 1589, in some copies of Richard Hakluyt's *The Principall Navigations, Voiages and Discoveries of the*

The *Library of Congress Information Bulletin* is issued weekly by the Library of Congress and distributed free of charge to publicly supported libraries and research institutions, academic libraries, learned societies, and allied organizations in the United States.

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English Nation. A first edition of this volume, including the later inserted six leaves describing Drake's circumnavigation, is part of the Kraus gift.

The only contemporary discussion of Drake's voyage appeared in a small book published eight years before the Hakluyt narrative, in January 1581. The copy included in this gift is the only one known. Here Drake's return is celebrated with a "Discourse in commendation of the valiant as vertuous minded Gentleman, Maister Frauncis Drake, with a reioicing of his happy aduentures," by the writer Nicholas Breton.

One of the crowning pieces of the Kraus Collection of Drake materials is a letter written by Gerard Mercator to Abraham Ortelius in 1580, in which he speculates on the route taken by Drake around the world. It reflects the dearth of contemporary information on the voyage, even between the two greatest mapmakers of the time.

And one of the greatest cartographic treasures of the whole Elizabethan era, which is among these materials, is the Nicola van Sype engraved map of the circumnavigation, entitled "La Herdike Enterprinse Faict par le Signeur Draeck D'Avoir Cirquit Toute la Terre." The map is believed to date from 1581 and is derived from the Whitehall map, no longer extant, which was probably presented to Queen Elizabeth by Drake himself.

Another early map showing the route of Drake's circumnavigation is engraved or struck on silver, with America on one side and Europe and Asia on the other. Two of these silver maps are in the Kraus Collection, one of them being the only known copy to give the name of Michael Mercator, the cartographer and engraver, and the date 1589 in a small cartouche.

Two views of the fortress at San Juan de Ulúa (Vera Cruz) Mexico, about 1570, are included in the Kraus gift and are the earliest extant American military architectural drawings. Sailing under John Hawkins from England in 1567, Drake and Hawkins were caught in the harbor of San Juan de Ulúa when a convoy of ships from Spain arrived. Although a truce was worked out to allow the Spaniards safe passage into the harbor and to let the English reprovision and repair their vessels, the Spanish broke the truce once in the harbor and attacked the English. Most of Hawkins' men and ships were lost, although Drake and Hawkins eventually made it back to England separately. It was a lesson Drake never forgot or forgave, and it was shortly after this battle that the enlargement and enhancement of the fortifications shown in these plans was proposed by Don Cristóbal de Eraso.

Other unique manuscript materials, such as a 1586 holograph draft of a reply by the Duke of Medina Sidonia concerning the defense of Spanish America directed to Philip II, King of Spain, and a 1587 letter to Medina Sidonia signed by King Philip, shed additional light on the internal events in Spain during this crucial period. The King's letter, written in response to news of Drake's attacks in Cadiz Bay, urges Medina Sidonia to leave Cadiz if Drake attempts to take the city, and demonstrates the intimate contact between the Duke of Medina Sidonia and the Court. The King added an apparently hastily penned postscript in his own hand, noting: "I would be more greatly worried about this situation if you were not in charge; therefore I expect it will have a good outcome." Medina Sidonia was later appointed by the King to command the Spanish Armada, which, despite the King's confidence, was defeated by Drake the following year in 1588.

The finest contemporary portrait of Sir Francis Drake is included in the Kraus gift to the Library. It is unsigned, but was attributed to Jodocus Hondius by George Vertue in the 18th century. It apparently was never circulated in Drake's time, as only two contemporary impressions are known, both of them in unfinished state. Vertue obtained the original copper plate from Drake's descendants, and completed it, largely by adding shading in the background.

The availability of an illustrated catalog of this collection will be announced in the future.

Library Art Deco Posters Are Exhibited at Hirshhorn

"Art Deco Posters from the Library of Congress," an exhibition of 21 lithographic color posters from the 1920s and 30s, opened on Thursday, July 31, at the Smithsonian Institution's Hirshhorn Museum and Sculpture Garden. The show continues through October 5.

Drawn from the Library's large collection of 19th- and 20th-century posters, the exhibition will include travel, transportation, and museum posters, announcements for exhibitions, fairs, and a cabaret, and ads for such products as gasoline, cigars, and beer. Frank Gettings, associate curator for prints and drawings at the Hirshhorn Museum, selected the posters, which will be augmented by a large-scale travel poster by the well-known Russian-born French artist, A. M. Cassandre (1901-1968), from the Hirshhorn's permanent collection. (There is no catalog for the exhibition.)

The Library of Congress selection, representing the work of 17 European and American graphic designers, including Cassandre, features the streamlines and zigzags of Art Deco, which was the predominant style in popular graphics as well as in

numerous other areas—architecture, furniture, and jewelry among them—during the period.

The term "Art Deco" comes from the International Exhibition of Decorative Arts ("Arts Décoratifs" in French), a major event in Paris during 1925 that helped popularize a design trend then sweeping Europe and the United States. Popularly identified with modernity (it was originally called "modernistic," "moderne," or "contemporain"), Art Deco supplanted Art Nouveau, the elaborate turn-of-the-century style of Mucha, Guimard, Tiffany, and others. It remained the predominate design aesthetic through the late 1930s, when the austere modernism developed somewhat earlier at the Bauhaus school in Germany (1919-33) began to have a wide impact.

Like their peers in other areas of Art Deco design, poster artists took inspiration from such diverse sources as Mayan architecture, ancient Egyptian art, and earlier vanguard art movements of Cubism and Futurism. Bold typography, simple forms, and strong colors made the posters immediately comprehensible.

American E. McKnight Kauffer, for instance, depicted a stylized woolly mammoth elephant amidst overlapping multicolored discs suggesting mountains, sun, and sea in his 1923 poster for London's Museum of Natural History. In 1926, the French designer Charles Gesmar created a large, simplified image of a face with a typographic "frame" to announce the singer Mistinguett's appearance at the Moulin Rouge cabaret.

No train appeared in Cassandre's 1927 ad for the Etoile du Nord's Paris-Amsterdam run; instead, a series of bold lines, suggesting tracks, converge on an imaginary horizon line. To give further power to the image, the artist confined the sans-serif typography to the poster's border.

The massive bow of a transatlantic ocean liner was the chief compositional element for another poster by Cassandre, a 1935 ad for the French Line's elegant steamship, *The Normandie.* The Holland-America and Cunard Lines received similar treatment from other Art Deco poster designers.

Jean Carlu, a French designer, used a simple lozenge shape for his 1930 ad for Havana Larrañaga cigars. To announce an international technology exhibition in 1937, he superimposed a geometricized silhouette of a woman's face onto a gridlike collage of national flags.

Bright, overlapping images of sand and snow, healthy bodies, and sports paraphernalia were favored by other designers in their posters for health spas and resorts. New Hampshire, Brittany, and the Dutch coast were some of the places featured.

The Library's poster collection, part of its Prints and Photographs Division, numbers about 70,000 American and foreign items from the 1850s to the present. Originally formed from copyright deposits—and then mainly through gifts—it is particularly well known for its Art Nouveau, first and second World War, WPA, propaganda, performing arts, and psychedelic posters. This is the first time a group of its Art Deco posters has been assembled and exhibited together in the Washington area.

The Hirshhorn Museum and Sculpture Garden, located on Independence Avenue at Eighth Street S.W., is open seven days a week from 10 a.m. until 9 p.m. (until 5:30 after Labor Day).

Nuclear Test Documents Available In Science Reading Room

The Science Reading Room has available for inspection a number of recently declassified reports dealing with possible adverse health effects on U.S. Department of Defense personnel who participated in atmospheric nuclear tests. The security declassification, which is still going on for additional documents, is being undertaken by the Defense Nuclear Agency (DNA) under its Nuclear Test Personnel Review (NTPR) program, an investigation encompassing some 250,000 participants in approximately 235 atmospheric nuclear tests carried out between 1945 and 1962 by the Atomic Energy Commission, principally in Nevada and the Pacific.

There was no indication until recently that former test participants were experiencing any adverse health effects which might be attributable to exposure to ionizing radiation at the tests. But in 1977 the Center for Disease Control discovered a possible leukemia cluster among participants in Shot SMOKY in Nevada in 1957. Responding to this initial indication of a possible health problem, the Department of Defense began a program of wider-ranging actions on behalf of the atmospheric nuclear test participants, designating the DNA as the Executive Agent for this effort; DNA, in turn, established the NTPR program.

In addition to the reports themselves, an eight-page fact sheet prepared by the DNA that discusses the NTPR program is available for review from the Science and Technology Division's Library Operations Section. Two finding aids compiled and supplied by the Defense Technical Information Center are also available—namely, a listing of reports by event and a subject index. The Science Reading Room has the necessary microfiche readers for examining the reports, and coin-operated copying facilities are available. Copies of the reports may also be purchased from the National Technical Information Service. [*Staffan Rosenborg*]

APPENDIX

Continuing Reports on the 99th Annual Conference Of the American Library Association

New York City, June 28-July 4, 1980

Library Administration and Management Association

Orientation Session

The orientation session for LAMA officers and committee chairs and members was held on June 28 with June Engle, Emory University Division of Librarianship, presiding.

President Dale Canelas, Stanford University Library, reviewed LAMA's purpose and organizational structure, discussed procedures for program planning, and described the division's publications program. Attention was called to the new LAMA manual as a valuable resource and guide.

Executive Secretary Roger Parent described the functions of the LAMA office at ALA headquarters and mentioned various ways in which the office's operations can be facilitated by timely action on the part of officers and committee chairs and members. He emphasized the importance of sending copies of materials of historical or operational interest to the office so that it can keep track of activities and preserve the division's history. Turning to financial matters, Mr. Parent reminded the attendees that requests for funds for use within the division must be approved by the LAMA Board of Directors at the ALA Midwinter Meeting or the Annual Conference, usually the former. He noted that September 15 is the deadline for requests for special ALA allocations of funds for support of LAMA programs at the 1981 Annual Conference.

Newsletter editor Ross Stephen, University of Wisconsin Library, emphasized the importance of receiving information from LAMA sections, committees, and individual members. He reported that all sections have been asked to name a representative to the newsletter, but made it clear that submissions from committees do not have to go through these representatives.

These presentations were followed by brief reports from the sections which included numerous items of interest. Among these were announcements of the forthcoming publication of the Buildings and Equipment Section's "Directory of Library Building Consultants" and a report on turnkey automated circulation systems prepared by the Circulation Services Section. The Public Relations Section has played a major part in the successful formation of a national organization of friends groups, "Friends of the Library USA." Under consideration for presentation at the 1981 Annual Conference are preconference institutes on interviewing techniques and on statistical methods for measuring and evaluating library services, to be presented by the Personnel Administration Section and the Statistics Section, respectively.

Incoming LAMA President Mary Hall, Prince Georges County Memorial Library, concluded the orientation session. She praised the caliber of LAMA leadership to date and noted that membership has increased by more than 200 since last year. Looking to the year ahead, she named several areas in which important progress can be made. To improve planning and provide better continuity between successive sets of leaders, section chairs should identify next year's committee chairs early in this year. A Racism and Sexism Discussion Group should be established within LAMA. Consideration should be given to the idea of regional "road shows" as a supplement to preconference institutes, so that LAMA can directly reach a larger number of its members. The division's publications program can be strengthened and streamlined. She noted that 34 percent of ALA members do not belong to any of its divisions; this group could be specially targeted in a drive to increase LAMA membership. [*Michael H. Shelley*]

Business Meeting

"Are you still a librarian, *or* are you a manager of libraries?" was the provocative title of an address given by internationally recognized management consultant Mark B. Silber on June 30.

According to Dr. Silber, the librarian with managerial responsibilities must, to be effective, become a professional in a new profession: management. This transition is not easily accomplished. The high-achiever complex that contributed to the successes that resulted in one's movement into management is now, ironically, an enemy within. One must stop being an achiever because achievers are prone to be self-centered and competitive and therefore are poor managers. It is very difficult for professionals to let go of the processes of self-produced accomplishment which have led to success, but it is vital that they cease being providers of answers and become askers of questions. A major goal for the library manager is to be a manager of specialists rather than just a specialist.

The library manager must develop a zest for

confronting processes and policies that already work, to see if there is a better, more effective, and more responsible way of doing things. There is a critical need for managerial entrepreneurship: an ability to sell the better ideas and methods, and a willingness to stick one's neck out. The fear of failure or of making a mistake can be a fatal weakness. The need to be accepted and popular may be a deterrent to action. Effective managers must know how to fight, when necessary, to reach their goals. The entrepreneur does not stop with the idea, but proceeds to implement it.

An eagerness to experiment sets winners apart from losers. An element of risk is usually involved in innovation, often in proportion to the size of the benefit sought. Is one a seeker of success, or an avoider of failure? The former acts positively and energetically, and is willing to take risks. The latter seeks to avoid not failure itself but the guilt, blame, and shame thought to be associated with it. The effective manager has bounce-back resiliency and can tolerate hurt and helplessness.

The need for perfection is an enemy. The library manager must abandon the search for perfection and learn to tolerate disorder. The proper goal is effectiveness: do the right things; do not focus only on trying to do everything right.

The effective manager must have a clear understanding of his or her own strengths and weaknesses. The common fear of hiring and nurturing a staff of capable and energetic professional subordinates must be overcome. ("Do you want to build a swimming team of champions or of nonsinkers?")

Libraries are service-oriented organizations. Now, more than ever before, service organizations need managers with the courage and creativeness needed to find a better way. The inadequate service manager is afraid to stick his or her neck out, to speak alone. There is a need for more self-trusting managers who sell their own ideas, who take managerial responsibility, and who are willing to be effective, not just efficient.

"The truly indispensable manager in libraries is the person whose dreams and ideas awaken him/her at night while others lie contentedly asleep," Dr. Silber observed. [*Michael H. Shelley*]

Planning and Evaluation of Library Services Discussion Group

This discussion group was formed at the last Midwinter Meeting because of a need felt by library administrators for a forum to share ideas and successes in planning and evaluation of libraries. One of the founders came from a background of university administration; he found fairly sophisticated systems for planning at the university level, but little understanding of even the basics among university library staff. This frustration led him to seek other library planners in a nationwide forum through ALA.

The Annual Conference program on June 30 concentrated on human resource planning. Ralze Dorr, planning officer at the University of Louisville Library, presented his scheme for involvement of various levels of staff in the planning process. His general approach was to gauge the amount of staff participation to the level of staff sophistication and the complexity of the planning task. Breaking down the planning process into nine tasks, Mr. Dorr described the amount of participation in each task by clericals, professionals, and administrators. The setting of purpose—goals and objectives—should be the task of chief administrators with input from the professional staff; program planning might benefit from minimal participation of clerical staff in addition to the professionals. Organizational matters, however, because of their sensitivity, are reserved for the chief administrators or even an outside consulting firm, although all levels of staff might contribute to an analysis of the existing organization. Plans for staffing and facilities are made primarily by the administrators with moderate involvement of professionals and clericals. Financial considerations lend themselves to only minimal involvement of professional and clerical staff, with administrators doing most of the financial planning. Professionals can assist administrators in feasibility evaluation, but clericals are not usually brought in for this phase.

The second panelist, Tom Phelps, deputy director of the Salt Lake City Public Library, explained that it is vital to interlibrary planning for participants continually to ask the questions: Planning for what? What product is expected from the process? Whatever the product, it must be sold to all participating libraries for home-base use, or the commitment to the project will wane as planning time interferes with home-library needs. Respective political characters must be made aware of the planning process and the intended product; their commitment to the product must also be courted. There should be an ongoing evaluation of the process to determine progress toward the product, and finally an evaluation of the product.

Doug Zweizig, library science professor at the University of Washington, in discussing staff training for the planning process, asserted that the question of staff involvement is not whether the staff has power; workers **have** power. The question is whether that power is used for or against the organization. Training efforts should not get bogged down with a concentration on the process or the "means"; they

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STAFF NEWS

Oliver W. Maynor Retires

Oliver W. Maynor, reference specialist in the Anglo-American Law Reading Room, retired from the Law Library effective June 30 following 38 years of Federal service.

A native of Saint Pauls, N.C., Mr. Maynor came to the Library of Congress in 1942 as a member of the Buildings and Grounds Division. Two years later he transferred to the American-British Law Division as a deck attendant. In 1958 he was promoted to deck supervisor and in 1965 to deck supervisor and reference assistant. Mr. Maynor was promoted to assistant reference librarian in 1970 and in 1977 to the position of reference specialist.

Mr. Maynor was awarded a quality increase in 1964, and during the course of his employment he was the recipient of three outstanding performance ratings. Mr. Maynor's generous nature and amiable personality will be missed by those he worked with as well as those he served.

Grace Hall Marks 30 Years

It seems impossible, although the statistics say it is so, that on July 17, Grace became eligible for a 30-year Federal Service Award pin. And so on that date, to commemorate the occasion, a pin was presented to her by Joseph H. Howard, Assistant Librarian for Processing Services. To the uninitiated in the Library (and their numbers must be few), who do not know who Grace is, she is the executive assistant in Processing Services, Grace Hall. One might even go so far as to say she could be called by that old song title, "Amazing Grace."

It was in 1954 that John W. Cronin and Lewis C. Coffin, director and assistant director respectively of the Processing Department, interviewed applicants for the position of clerk-typist, GS-3, in the department office. They were shrewd enough to know a good person when they saw one and so Grace Hall was hired. She subsequently was promoted to other jobs: receptionist, statistical and personnel records clerk, department secretary, administrative officer, officer manager, and to her present position which she has held since 1976.

Some indication of the high caliber of her work over the years may be found in the fact that she has, to date, eight outstanding performance ratings, one sustained superior performance award, one Meritorious Service Award, and three additional within-grade quality increases. Her first performance rating, given to her in October 1954, commended her for "your good judgement and display of initiative in assuming tasks beyond the requirements of your position. . . ." Little has changed in that regard over the years except that she has gotten better. An outstanding performance rating of 1972 reads in part as follows and is indicative of the high regard held for Grace by those with whom she has worked over the years:

Grace Hall

> Her ability to manage on a daily basis a myriad of problems and questions on a vast variety of subjects—space, equipment, typewriters, heat, light, no heat, no light, xerox machines, xerox paper, no xerox paper, adding machines, bookcases, card catalog cases, moving of sections, units or divisions, air conditioning, travel, personnel, guided tours, etc.—continues to amaze and gratify all those with whom she works. Her ability along these lines does more than amaze and gratify, however, for it makes infinitely easier the daily tasks of those with whom she works. For her knowledge of the job, her knowledge of the department and the Library, her knowledge of the people who work here, all contribute to making the Processing Department a better place in which to work. Her enthusiasm for her job, her deep-felt desire to be of assistance to any and all who ask for it, are qualities which are to be commended and which have been commended time after time after time. . . .

A native of Nelson County, Va., and a graduate of Dunbar High School, Mrs. Hall attended Howard

University for two years and also worked there from 1946 to 1952. She worked for the Office of Emergency Management from 1941 to 1944 and for the War Assets Administration from 1944 to 1946.

Ann Shaw Receives 25-Year Pin

Ann Irene Shaw, catalog filer in the Catalog Management Division, was presented a 25-year Federal Service Award pin on June 6 by Mr. Howard.

Miss Shaw's Federal career began in June 1955 when she came to work as a preliminary filer in the then Union Catalog Division, where she was subsequently promoted to accessions control assistant. She was later promoted to the position of library technician in the Catalog Maintenance and Catalog Publication Division. She received a within-grade quality increase for her exceptional work in 1963.

In 1969, Miss Shaw was named to the position of filer in the National Union Catalog Publication Project. She then was promoted to searcher-filer and then to supervisory editorial assistant. Her last position in the project was that of pre-editor/searcher which she held until her transfer in February to her present position.

Miss Shaw is a native of New York City.

Talk on Part-Time Employment Given

The Library of Congress Professional Association presented a July 17 program on part-time employment with guest speaker Ed McHugh, coordinator of part-time programs, Office of Personnel Management (OPM). Mr. McHugh discussed, with the 75 staff members in attendance in the Woodrow Wilson Room, how OPM assists in developing part-time policy for Federal agencies, the current trends in part-time hiring practices, and how personnel policies are regulated under part-time work schedules. Mr. McHugh was particularly helpful in answering the many questions of staff members with specific problems.

One area of interest was a recently implemented program in the Federal Government entitled the Part-Time Direct Hire Program. This program, which went into effect July 15, allows agencies selected to participate in a two-year experimental program to use special direct hire procedures to fill over 300 professional and administrative career part-time jobs in the Washington, D.C., area. The only restriction on the program is that appointees may not use their appointment under the program to move noncompetitively to a full-time position until they have completed a year of part-time service. An OPM announcement listing the agencies involved in this program was distributed at the meeting. Additional copies of this announcement and other brochures distributed at the meeting may be obtained from LCPA program committee cochair Lisa Hicks by writing her at the MARC Editorial Division, NYA Building 159, Room 406.

Seventeen Presented 10-Year Pins

During July, 17 Library staff members completed 10 years of service and received Federal Service Award pins:

Elizabeth H. Auman	Music Division
Evelyn Brown	Photoduplication Service
Priscilla M. Cooke	Loan Division
Margaret Ellis	Education and Public Welfare Division
James D. Dcloatch	Buildings Management Division
David B. Hack	Science Policy Research Division
William F. Jebram	Information and Reference Division
Sandra Lee Johnson	Environment and Natural Resources Division
John D. Levy	Serial Record Division
Linda M. Martin	Examining Division
Lewis W. McCray	Buildings Management Division
C. Shollenberger	Shared Cataloging Division
D. Sterste-Perkins	Foreign Affairs and National Defense Division
Brenda E. Todd	Photoduplication Service
Edward M. West	Buildings Management Division
John H. Westerhoff	Federal Research Division
Gary L. Galemore	Government Division

Staff Activities

Paul T. Heffron, acting chief, Manuscript Division, is the author of five biographical essays in *American Secretaries of the Navy,* edited by Paulo E. Coletta. Mr. Heffron's essays describe the work and achievements of the five Secretaries of the Navy appointed by President Theodore Roosevelt. The two-volume

Emmett Anderson, an editor in the Microphotographic Section of the Photoduplication Service, and Mary Smith, an analyst in the Education and Public Welfare Division, use the recently installed ramps in front of the John Adams Building. A permanent railing and stone facing will be added to the ramps in the fall, and at the same time a granite wedge will be installed to permit easy access over the final step into the building. In the meantime, the ramps can be used to facilitate entry to the building.

Mary Smith is coordinator of the Committee for Affirmative Action for the Handicapped, and Mr. Anderson represents AFSCME 2477 on the committee.

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work was published by the Naval Institute Press in Annapolis, Md.

Andrew M. Modelski, bibliographer of the Geography and Map Division, has been elected to serve a three-year term on the Council of the Association of American Geographers representing the Middle Atlantic Division. An organization of 6,000 members, the association seeks to advance professional studies in geography and to encourage the application of geographic research in education, government, and business.

A number of Library employees participated on the Local Arrangements Committee for the Mid-Atlantic Regional Archives which convened in Washington, D.C., on May 15, 16, and 17. **Beverly Brannan** of the Prints and Photographs Division chaired the committee while **Mary Wolfskill,** Manuscript Division, coordinated Library tours. Assisting from the National Union Catalog of Manuscript Collections were **Barney Bloom** who arranged the exhibits and **Emily Zehmer** who was the hotel contact person. With 316 registrants, the Washington, D.C., meeting was the largest regional archives conference in the United States to date.

Personnel Changes

Appointments: Diane Bayer, secretary (typing), GS-4, HAP/Proc, 00359; Paul Mitchell, bill digester and reference assistant, GS-7, CRS A, 00220; Eric Nelson, output editor, GS-7, Ord, 00408.

Temporary Appointments: Nita Archie, library aid, GS-1, Ser Rec, NP; Donald Bonham, materials control clerk, GS-3, CRS L, NP; Christine Cervenka, library aid, GS-1, MARC Ed, NP; Jin Won Choi, processing and reference assistant, GS-5, Asian, NP; Margaret Dong, division secretary, GS-5, Subj Cat, 00367; Cynthia Enger, library aid, GS-3, Loan, NP; Alan Gevinson, pictorial library technician, GS-5, P&P, NP; Clarence Jackson, Jr., library aid, GS-1, CRS L, NP; Karen Love, master file assistant, GS-3, CRS L, NP; Angela Toliver, file clerk, GS-2, Exh, NP; Mary Townsend, staff relations assistant, GS-7, Pers, NP; Catherine White, library aid, G-1, Asian, NP; Mary Woods, clerk, GS-2, CRS C, NP; Caroline Yu, reference assistant, GS-5, CRS E, NP.

Reappointment: S. LoCurto, library technician, GS-6, AFC, NP.

Temporary Reappointments: Charlene Burke, voucher examiner, GS-6, P&S, NP; Dolores Johnson,

reference clerk, GS-3, CRS F, 00445; Henry Raine, deck attendant, GS-3, Col Mgmt, GR-113.

Promotions: Hugh Coley, to mail analysis clerk, GS-6, CS, 00346; Mary Gray, CRS S, to secretary to the assistant general counsel, GS-7, Cop Reg, 00434; Richard F. Strick, Jr., Cop Acq & Proc, to copyright technician, GS-6, Cop Exam, 00371; Ruhul Yousufzai, Desc Cat, to MARC monograph verifier, GS-7, MARC Ed, 00399.

Transfers: Paula Kenney, Desc Cat, to secretary to the chief, GS-6, Desc Pol, 00400; Melissa Trevvett, NLS/BPH, to head, Library Resources Section, GS-12, CRS L, 00374; Gregory Wood, Cop Acq & Proc, to copyright technician, GS-6, Cop Exam, 00371.

Temporary Transfer: Joan Jolly, CRS C, to deck attendant, GS-3, Col Mgmt, GR-113.

Resignations: Julia Carlson, CRS L; Neil Connuck, M/B/RS; Sandra Corbett, Cop Acq & Proc; Carl Foust, Cop Lic; Julie Gronouski, CRS EPW; Barbara Henry, Mus; Jeanne Isacco, ASO; Robert Jobin, CRS E; Mercedes Johnson, Subj Cat; Phyllis Jones, Photodup; Kathleen Kennedy, Cop Exam; Laura Layman, CRS S; Nancy Norton, CRS AIS; Linda Pearce, MARC Ed; Paula Spencer, NLS/BPH; Nancy Thomas, Staff Rel; Andrea Watters, Mss.

should direct the staff's attention toward the "ends" or the intended product of the planning process. Mr. Zweizig also warned of the tendency to exhaust staff in an all-out planning campaign during the initial year (as has been the case in some MRAP libraries), when the process may be intended to be a five-year cycle; he suggested that a planning process be brought in low key and embellished as staff become more familiar with the basics and more fluent with the concepts. Another danger of the all-out first-year approach is the raised expectations that are usually not fullfilled or sustained in the long run.

[*Susan M. Tarr*]

Resources and Technical Services Division

Technical Services Costs Committee

The theme of this meeting, held on July 1, was "Analyzing the Impact of Automation on Technical Services Costs: Purpose and Methodology." The three speakers on the program were Murray S. Martin, Pennsylvania State Library; Leon Montgomery, University of Pittsburgh; and Eleanor Montague, University of California, Riverside.

Mr. Martin addressed his talk to the "purpose, problems, and politics" of automation. With the growth of library collections and services comes the growth of library costs, especially the processing of materials. The increased volume of materials without a proportionate increase in budgets has necessitated the move toward automation. Although automation is sought as a cost saver, the key to its cost effectiveness is its judicious application. The library should be viewed as a unit with decisions being made as to the kinds of services it will offer. Costs should be applied to the decisions made rather than choosing services for their costs. Once decisions have been made, superfluous elements of the technical services operations should be eliminated. In essence, the entire organization should be examined in order to determine goals and to design systems that work for the library as a whole. Automation will not save money necessarily. It will certainly not save money if traditional operations are not examined to remove redundancies and nonessentials.

The second speaker discussed current pre-automation costs. Leon Montgomery devoted his talk to the analytic break down of the technical services function. Technology offers the choice of doing the same job faster, doing new and different jobs, or new ways of doing the same job. It takes approximately five to eight years for new technology to move from the laboratory to the marketplace. Although the costs of the hardware are going down, software costs are on the rise. Programming is responsible for about 80 percent of the cost of computer technology. By choosing a system that allows the manipulation of data, and therefore multiple functions, the objective of cost-effectiveness can better be achieved. In order to profit from automation, an analysis must be made of pre-automation activities. The flow of work should be described, monitored, measured, and then evaluated before proceeding to an automated system. Policy should be formulated in order to arrive at acceptable levels of performance. The policy decisions influence costs dramatically. That a system can handle certain functions does not indicate that these functions should be used if they are not necessary, desirable, cost-effective, or a combination of the three. Productivity is the key-word when one chooses to automate. Planning is the only way to achieve optimum productivity.

The last speaker was Eleanor Montague, whose topic was post-automation costs. She emphasized the individuality of each library's needs and goals so that hard and fast rules could not be made with regard to decision making for automation. Although there is no formula for success some general considerations were offered. A commonsensical step-by-step approach was outlined by the speaker. She recommended that one articulate clearly the goals of the organization, identify constraints, prepare a plan for automation, visualize the system in use, identify all costs connected with the system, compare pre- and post-automation costs, and monitor the system constantly. In addition to emphasizing commonsensical guidelines, she noted that sound decisions can only be as effective as their administration.

The meeting concluded with comments from a reactor panel. Questions and answers followed.

[*Richard Bodack*]

Technical Services Directors of Large Research Libraries

Under the direction of Åke Koel, associate librarian for technical services at Yale University, business items at the June 27 meeting of this discussion group were quickly dispensed with, including introductions, approval of the minutes, setting of the Midwinter Meeting in Washington, D.C., for Saturday, January 31, 1981, and the election of Karin A. Trainor, director of technical services at New York University Libraries, as the next chair.

Lee Jones of the Council of Library Resources reported on the Bibliographic Service Development Program, the goals of which are to enhance access, to enhance the nature and quality of bibliographic research, and to control costs. He described activities in

the areas of standards, data base creation and quality with emphasis on authorities, and data base access.

Joseph H. Howard, Assistant Librarian for Processing Services at the Library of Congress, spoke on current developments at the Library, including preparation for AACR 2, progress on the input of name authorities into the machine-readable data base, plans for accommodating and indicating those name authorities changed under AACR 2, the budgetary situation in which Processing Services will lose 45 staff positions and absorb the cost of last year's pay raise by not filling positions, and the new Library of Congress Filing Rules (formerly known as the "Rather Rules"). As usual, questions were raised about the many activities at the Library of Congress that affect research libraries.

Concern was expressed by one participant about the cost of keeping up with changes in subject headings, specifically the costs of making numerous "see also's," and of coping with changed headings, for which the least expensive method of adapting was to split files of headings instead of changing cards already in catalogs. Another participant, however, stated that the present subject heading system was working satisfactorily, although the Library of Congress should introduce new terms more quickly, and that any attempt to replace the traditional Library subject headings system with any new and incompatible system should be resisted. On a related matter, attendees were assured that personal names used as subject entries after January 1, 1981, would be in AACR 2 form.

General discussion covered machine-readable data bases, their creation through retrospective conversion projects, and problems with serial conversions. The following resolution was passed:

> Therefore be it resolved that: the national libraries, the academic and research libraries, members of ARL, CONSER participants, union list of serials projects and/or consortia, and those libraries that are engaged in or about to undertake retrospective conversion of serial record projects be urged to encourage their respective networks, affiliates, and/or consortia to:
>
> (1) establish, as an immediate priority, an electronic interconnection between their networks that will provide their participants dynamic access to each other's serial database, provide for file building and dynamic serial data exchange;
>
> (2) provide for a more timely distribution of national level (CONSER) serial records; and
>
> (3) promote the national use of national level (CONSER) serial records through a carefully monitored quality assurance program.

Ritvars Bregzis, associate librarian for technical services at the University of Toronto, reported on Toronto's successful project for "brieflisting" records that would not receive full cataloging, a project similar to the Library of Congress plan for minimal level cataloging. One unusual aspect of the project was the more successful performance of Ph. D. and M.A. students working on the brieflisting than that of library school students, the former presumably operating quickly and satisfactorily without the burden of knowing cataloging philosophies and issues.

In regard to closing catalogs, it was announced that a recommendation had been made that the University of Minnesota should continue a single card catalog, that Yale would continue its present catalog for the next several years, interfiling AACR 1 and AACR 2 entries, and that the University of Washington would not close is catalog. [*Mary K. D. Pietris*]

Commercial Processers and AV Cataloging

On June 30, the Commercial Processing Services Committee together with the Audiovisual Committee sponsored a program entitled "Can Commercial Processors Help Librarians Cope with AV Cataloging?" Dallas R. Shawkey of the Brooklyn Public Library was moderator. The stated objectives of the program were (1) to explore the problem of diversity in cataloging standards for audiovisual materials, (2) to communicate the views of librarians and of commercial processors on audiovisual cataloging standards, and (3) to secure information that may be useful in preparing guidelines for commercial processing of audiovisual materials.

David G. Remington, chief, Cataloging Distribution Service, Library of Congress, addressed the problems of vendors and commercial processors in providing libraries with prepared catalog cards for audiovisual materials. While librarians are enthusiastic about this service, he reported that vendors and processors have found it difficult and costly to provide. One of the biggest problems is satisfying the cataloging needs of a diversity of libraries, with school libraries, for example, wanting one level of cataloging detail and academic libraries wanting another, usually more complex, level of description. Another problem is the lack of profit, because of high costs and a low volume of business. Still another is the lack of interest on the part of audiovisual producers who want to package and sell their materials directly to schools, thus bypassing the intermediary services of jobbers. Mr. Remington noted that packaging audiovisual materials is expensive and also a problem to librarians, who often must repackage the items to accommodate their shelving and storage space. With respect to AACR 2, he mentioned that processors anticipate heavy costs in preparing their catalog cards. Instead of producing printed cards, he commented that they may turn to the use of a machine-readable format.

Judith Meyers, coordinator of media services with the Lakewood (Ohio) Board of Education, spoke next on the utilization of commercial cataloging services by school libraries and media personnel. Reporting on an informal study that she conducted of rural, medium, and large size school districts in her area, she mentioned that audiovisual cataloging is not a high priority for this group, who are faced with school closings, limited budgets, and shortages of staff. She noted that the utilization of commercial cataloging services is dependent upon the size and organization of the school district. Medium and large size school districts usually provide centralized purchasing and cataloging of audiovisual materials, but follow a variety of cataloging practices. Although there is interest and concern over AACR 2, Dr. Meyers commented that most school librarians and media personnel lack the time and training to address the cataloging issues involved. There is wide acceptance of the code, however, at the level of theory and principle. She concluded that commercial processors can still help school libraries with their cataloging service, although more dialogue is needed between the librarians and processors.

The third speaker, Nancy Olson of Mankato (Minn.) State University Library expressed the viewpoint of academic libraries and their expectations of commercial processors of audiovisual cataloging. Reporting on a survey she conducted of audiovisual collections in four-year academic institutions, she noted that 94 percent of the respondents indicated that their audiovisual collections were cataloged. Only nine percent, however, get their catalog cards from commercial processors. With over half of the respondents using OCLC and many involved in COM and on-line cataloging, she commented that the catalog card is not the final product. Her survey showed that respondents wanted to use prepared catalog cards as a basis to input cataloging data into OCLC.

The last speaker, Jean R. Weihs of Seneca College of Applied Arts and Techniques, Willowdale, Ont., took up the problem of cataloging standards and the importance of their use by jobbers and commercial processors of audiovisual materials. She underscored the need of audiovisual cataloging, noting that it benefits not only libraries but audiovisual producers by increasing the circulation and, consequently, the sales of their materials. Jobbers and commercial processors, however, should standardize their cataloging by following accepted cataloging codes and practices, which would allow libraries to exchange and integrate the information in their catalogs and networks. While the implementation of AACR 2 will bring problems, particularly in the areas of options and levels of description, she noted that large jobbers and processors could use existing MARC computer tapes to prepare their cards. She also suggested that jobbers and processors should try to use their influence to obtain CIP information for audiovisual materials and should encourage audiovisual producers to include LC card numers in advertising and selling their materials. In addition, she pointed out that audiovisual producers need to give the date of production for their materials and improve their packaging.

In a question-and-answer period that followed the presentations, several participants emphasized the need for high quality cataloging of audiovisual materials. David Remington suggested that commercial processors should input cataloging data for their materials directly into a data base, such as University Microfilms is doing. It was the general consensus that audiovisual materials should receive the same kind of treatment and access in libraries as print materials. [*Ann M. Fox*]

The Rising Costs of Serials

This June 30 program meeting, cosponsored by the Serials, Resources, and Reproduction of Library Materials Sections of RTSD and the University Libraries Section of the Association of College and Research Libraries, was moderated by Richard W. Boss, Information Systems Consultants, Inc.

The first speaker, Hendrik Edelman of Rutgers University, provided a brief look into the history of serials, especially scholarly journals. He noted that there has been, over many years, a rapid increase in the number of journal articles, which is reflected, of course, in the increased size of journals and an increased price for individual journals, as well as an increase in the aggregate price that an institution must pay to subscribe to all the journals needed or desired for its collections. He deplored the fact that many of the articles now published appear for vanity reasons or because individuals are subject to the pressures of "publish or perish." Indexing services may, in some instances, be considered part of the problem, as serials which are indexed become those which are in demand and libraries are forced to subscribe to meet this somewhat artificially created demand.

The next speaker, C. Lee Jones of the Council on Library Resources, Inc., suggested that institutions deal with the high cost of serials by making negative acquisition decisions. He noted that most libraries, including the national libraries, cannot hope to have collections which are comprehensive in scope and must, therefore, adopt acquisitions policies which reflect the needs of their particular users. Libraries must react to increasing costs of serials by avoiding the placement of some subscriptions for titles new to

the library, by canceling some subscriptions they already have, and by adopting deacquisition or limited time retention policies for some titles, thus saving on binding, storage, and other costs. He warned, too, that serials librarians must learn to live with gaps in serial runs as time and money are not well spent in trying to obtain issues in order, only, to be able to say that holdings of a particular title are complete. In conclusion, he suggested that libraries could use interlibrary loan, the Universal Serials and Book Exchange, Inc., and perhaps someday the National Periodicals Center as alternatives to the purchase of or continuing subscription to some serials.

Vincent E. Guiliano of Arthur D. Little, Inc., suggested that librarians should, perhaps, look further into the future for solutions to their problems with serials. He noted that great emphasis is placed today on ways to deliver documents, such as interlibrary loan and photocopying of journal articles, but librarians must remember that their real concern is not to provide serials, articles, or issues to users of the library but to provide them with the information they need and want. They must be aware of the electronic methods of information exchange or retrieval which already exist and consider that in the future information will probably be available on demand and in the particular place (that is, not necessarily a library) where the person wanting the information happens to be.

The moderator, in his summarizing remarks, noted that although librarians are able to attempt to estimate or count journal usage in libraries, thus far they have not tried to evaluate the quality of use. In other words, at some time they may need to give consideration to the idea that one use of one journal may be "more important" than 100 uses of another. He also noted that libraries should be evaluated or ranked according to their success rate in getting a user what he wants, locally or from remote resources, and not by the number of serial titles the library may have, the number of volumes it may add to its collections during a year, or the amount of money it may spend on collection development, staff salaries, and soon.

A question, answer, and discussion period ended the meeting with most speakers from the audience, although interested and concerned about things which may develop in the future, focusing on actual things which can be done right now by individual libraries to determine how best, in the face of rising costs, to spend their serials budgets wisely.

[*Dorothy J. Glasby*]

CCS Executive Committee

The Executive Committee held its first meeting on Sunday, June 29. Julieann Nilson of Indiana University presided. The committee discussed the role of the Cataloging and Classification Section in the proposed PLMS/RLMS/RS (Preservation of Library Materials Section/Reproduction of Library Materials Section/Resources Section) Committee on Preservation Microfilming. A motion passed recommending that a representative from CCS be sent to the proposed committee.

Lizabeth Bishoff, Ela Area Public Library District and ALA's representative to the Decimal Classification Editorial Policy Committee, gave a brief but detailed summary of the committee's activities since the Midwinter Meeting. More than 20,000 volumes of the 19th edition of *Dewey Decimal Classification* have been sold. The 11th edition of the *Abridged Dewey Decimal Classification Relative Index* is available. Forest Press had prepared a conversion table from the 18th to the 19th edition of Dewey and is now working with the Arab League Committee on an Arabic edition of Dewey. A Spanish edition is due to be published in late 1980.

The Decimal Classification Editorial Policy Committee has been discussing how frequently new editions should be published, whether on a seven or a 10- to 15-year cycle with supplements to update each edition. Proposals for the 20th edition revisions are being formulated, and several areas are under consideration for phoenixing.

An ad hoc committee will be established to plan a proposed joint CCS/Serials Section 1981 San Francisco program on authorities for serials. The committee will consist of two CCS persons and two persons from the SS, along with a local arrangements person.

A portion of the meeting was devoted to the scheduling of meetings for Midwinter in Washington, D.C., and for the 1981 Annual Conference. It was announced that Kaye Gapin, Iowa State University, is the incoming chair. [*Judith Cannon*]

CCS Subject Analysis Committee

This committee of the Cataloging and Classification Section met twice during the conference chaired by Arline Zuckerman. Liz Bishoff presented the report of the Decimal Classification Editorial Policy Committee (see previous report). The DCEPC proposed revisions to the following numbers for Dewey 20: areas suitable for phoenixing would be 700-770, 350-354, 560-590, and the 370s. It was recognized that 302-307 needs desperately to be filled in. A proposal for a revised 780 will be considered.

Another highlight of the meeting was the presentation of the final report of the Ad Hoc Subcommittee on Racism and Sexism. Additional appendixes had been added to the interim report and some changes were to be made based on comments from

the Library of Congress liaison about headings relating to Indians. The committee accepted the report as fulfilling the charge of the subcommittee, thereby allowing the subcommittee to go out of existence, but without the committee's accepting or endorsing all of the detailed recommendations in the long report. Since it was agreed that a discussion of each individual recommendation in the report would take an inordinate amount of time at the ALA meetings for the next several years, the conclusion was that committee members who were particularly concerned about any aspect of the report should submit a written statement which would then accompany the report to CCS Executive Committee.

The report from the Library of Congress liaison, Mary K. D. Pietris, included the announcement that *Library of Congress Subject Headings,* ninth edition, and the fourth edition of Class R had been published, that the cumulative edition of HM-HX was due any day (it is now available from the Cataloging Distribution Service for $10), that Class Z should appear in late fall, and that a revised H-HJ would probably not be out until early 1981. [*Mary K. D. Pietris*]

CCS SAC Racism and Sexism in Subject Analysis Subcommittee

Chaired by Elizabeth M. Dickinson at its June 29 and July 1 meetings, the subcommittee briefly discussed changes in parts of the report it presented at the 1980 Midwinter Meeting. (See the *LC Information Bulletin* for March 21, p. 103.) Joan K. Marshall presented a short addendum to her report on LC subject headings for American Indians. The subcommittee decided to recommend that the heading "Aged" be changed to "Older people" rather than to "Senior citizens," since the Library of Congress had rejected the latter. Elizabeth Dickinson presented a revised version of her alternative 305-306 schedule for *Dewey Decimal Classification,* edition 19.

The subcommittee spent most of its time on three new parts of the report. The first, by Desretta McAllister, discusses treatment of Afro-Americans in *Dewey Decimal Classification.* It shows especially that works on various subjects pertaining to black Americans have previously been lumped together in sociology. The Decimal Classification Division, however, responded that now it would class many of these works in history and elsewhere.

The second new part, by Joan Marshall, discusses the Library of Congress HQ schedule. Although HQ is supposed to treat social groups, many other topics are also classed there, such as sexual life. The arrangement of topics is often poor, primarily because the schedule has been much expanded, and frequently there has not been room in an appropriate place for insertion of a new topic. Because extensive reclassification would be required to produce a good shelf arrangement of materials now classed in HQ, this part of the report does not recommend changes.

The third new part, also by Joan Marshall, treats LC subject headings for women. Considerable progress has been made, but more is needed. Among the recommendations are substitution of "Man and woman" for the generic heading "Man," and more specific headings to bring out various aspects of women and employment.

The Subject Analysis Committee unanimously accepted the report as fulfilling the charge of the subcommittee, but with the proviso that it has not endorsed all details. It will attach a cover letter listing points of disagreement when it transmits the report to the Executive Committee of the Cataloging and Classification Section. The chair said there are plans to have the report published by the Educational Resources Information Center. The subcommittee itself has disbanded. [*Julianne Beall*]

CCS Cataloging of Children's Materials Committee

The June 29 meeting of this committee responded to two questions posed by Lois Rose, head, Children's Literature Section, Subject Cataloging Division, Library of Congress, who wanted guidance for future practice in the Annotated Card Program of the Library of Congress. The first question concerned concept headings for juvenile fiction which seemed to have a didactic purpose: teaching assertiveness, honesty, neatness, and so forth. The policy now is to add such headings conservatively and only if the purpose of the books is "obvious." But Mrs. Rose has found there are disheartening differences among catalogers and users she speaks to, as to which concepts are "obvious," which terms effectively express a given concept, and how many headings are justified.

The committee, chaired by Alex Bloss, took no formal position, but after considerable discussion the consensus seemed to be "keep up the good work." The majority felt such headings are useful, if added with caution. Mr. Bloss pointed out that local libraries are always free to leave concept headings out of their catalogs. Others shared Mrs. Rose's concern over the cost to small libraries of paying for unused overprinted headings when card sets are purchased, if the number of such headings proliferate.

The second question concerned cataloging of folklore adapted for children, and the fate of PZ8.1 (juvenile folklore). The problem revolved about the fact that classifying adult folklore in GR by non-children's subject catalogers is at present quite purist. Many retellings of old folk tales for children are cataloged with the adapter as main entry heading, and by the

"adult" folklore classification rule would be scattered in literature classes, even though obviously intended to arouse children's interest in folklore. How purist should classifying of juvenile folklore be, and should it be classed in the LC PZ8.1 scheme, or where similar adult materials go? Mrs. Rose felt PZ8.1 should continue to be used except where old tales are transformed in setting, form, or characters. She thought juvenile mythology and Homeric tales, now classed in PZ8.1, however, should henceforth be classed in religion and classical literature, respectively. After full discussion, the committee wound up informally agreeing with Mrs. Rose's recommendations.

The July 1 meeting was devoted to discussing and revising a two-page draft "Guidelines for Standardized Cataloging of Children's Materials" prepared by Lois Rose. The draft responded to a 1968 decision of the committee that Library of Congress cataloging of children's materials should be adopted as a national uniform standard. Since that time, a need has been expressed for a written statement defining that standard for use by anyone wishing to produce cataloging which conforms to the standard. Mr. Bloss reported that the Cataloging and Classification Section Executive Committee had approved the project to draft a statement of policy. He hoped it could be formulated and printed as a separately published RTSD document, not as part of a code or publication that would not otherwise be kept on hand in small children's libraries. In the course of discussion, no differences developed over the substance. The only issue that arose was whether to include a section on classification policy (offering a choice of Library of Congress and Dewey numbers). It was decided the guidelines should have such a section, so as to bring together all special policies on handling children's materials. Mr. Bloss agreed to prepare a second draft incoxporating all the editorial suggestions for further action at the Midwinter Meeting.

Mrs. Rose had two additional questions, but time did not allow discussion. One was on the use of subject headings for animal characters in fiction which were mere personifications. Nobody seemed to feel that *The Tale of Peter Rabbit* needed a subject heading "Rabbits—Fiction."

The final question was what subject heading should be used as a collecting device in the catalog for foreign language children's material. The Library of Congress now uses headings like "French language—Readers," but they are not accurate. The committee agreed to discuss the problem at a later meeting.

Mrs. Rose announced that an updated "Working List of Subject Headings for Children's Literature" current as of May will soon be available from the Library's Cataloging Distribution Service.

In briefly covering miscellaneous business, Mr. Bloss reported that the newly organized PLA Cataloging Needs of Public Libraries Committee had asked this committee to name a liaison. [*Gregory New*]

CCS Cataloging Norms Discussion Group

At the July 1 meeting of the discussion group, Christina Landrum of Georgia State University, chair, introduced Elizabeth T. Pope, head of the Catalog Department of Illinois State University, Normal, who shared with those present some of the responses and results she had obtained from a survey of cataloging departments/cataloging operations in the Illinois public university libraries. Her survey, conducted over the period 1976-79, covered eight universities (most of which developed from former state teachers colleges) and did not include the two largest state educational institutions with their multiple campuses, Southern Illinois University and the University of Illinois.

It would appear that the survey produced much information on a variety of topics, but there has not yet been time or opportunity to analyze all of the data, let alone draw conclusions or recognize ways in which particular cataloging operations in the libraries surveyed have increased or decreased cataloging production. There would seem to be no doubt, however, that reliance on a utility (in the case of these libraries, OCLC, Inc.) for cataloging copy can change staffing patterns. The change, in the case of some of the libraries, resulted in an actual reduction of total staff. In others, the numbers of individuals engaged in one type of operation grew while the numbers engaged in another type decreased (for example, more staff did copy cataloging and fewer did original cataloging) although the total number of staff remained the same. The reliance on a utility did not appear to have increased overall cataloging production in all cases. It is possible to assume, however, and further analysis of data may prove, that production increases or lack of them may be related to the degree to which an individual library is willing to accept cataloging copy as well as the number of additions or modifications which must be made, routinely, to the copy to make it conform to local practices or special local needs.

After a brief session of questions and discussion as well as various expressions of interest from some in the group about hearing more from Elizabeth Pope when she has made further analysis of her data, the meeting adjourned. [*Dorothy J. Glasby*]

ISSN 0041-7904 *Key title:* Library of Congress information bulletin